

TITLE, SERIES, GRADE: Deputy Chief, Fraud Section, Criminal Division, GS-950-15

PAY RANGE: \$107,521 to \$139,774*

*Policy is generally to pay GS employees in this range, commensurate with experience, superior leadership qualifications, and/or other competencies consistent with the agency mission, contingent on Department pay-setting rules.

PROMOTION POTENTIAL (IF ANY): None

VACANCY ANNOUNCEMENT NUMBER: 06-CRM-FRD-015

AREA OF CONSIDERATION: All Sources

OPENING DATE: 03/31/06

CLOSING DATE: 04/14/06

DUTY LOCATION: Fraud Section, Criminal Division, Department of Justice, Washington, DC

NUMBER OF VACANCIES: 1 Position

JOB SUMMARY:

Incumbent serves as a Deputy Chief for the Fraud Section reporting under the general supervision of the Chief of the Fraud Section.

ABOUT THE OFFICE

The Fraud Section plays a unique and essential role in the Department's fight against sophisticated economic crime. The Section is a front-line litigating unit that acts as a rapid response team, investigating and prosecuting complex white collar crime cases throughout the country. The Section conducts grand jury investigations and prosecutions and provides on-site litigation support to United States Attorneys in matters of national significance or involving priority enforcement initiatives. Currently, the Section's cases focus on corporate and securities fraud schemes, financial institution fraud and insurance fraud, and fraud involving government programs such as Medicare. A substantial part of the Section's cases focus on international criminal activities including the bribery of foreign government officials in violation of the Foreign Corrupt Practices Act (FCPA). In recent years, the Section has also developed cases and initiatives directed at cyber schemes and schemes to victimize consumers such as identity theft, "prime bank" schemes, Internet fraud and telemarketing fraud.

MAJOR DUTIES:

As a Deputy Chief for the Fraud Section, the incumbent's major duties and responsibilities include: supervising and coordinating the most sensitive and complicated litigation matters assigned to the Fraud Section; working closely with the Section Chief, other Deputy Chiefs and Assistant Chiefs in the development of cases for prosecution and on matters relating to management of the Section; coordinating with the United States Attorneys and other federal investigative agencies involved with white-collar crime matters to formulate and implement strategies and policies regarding prosecutions, new initiatives, joint investigations, and related matters.

The incumbent has frequent interaction with Departmental personnel up to and including the Office of the Attorney General, as well as with foreign law enforcement and governmental representatives from all over the world.

In addition, the incumbent:

- reviews indictments, informations, search warrants and other pleadings
- advises line prosecutors on strategic approaches to their investigations and prosecutions
- consults with senior Department officials to coordinate the functions and policies of the Section with those of the Department;
- insures that Section attorneys are properly prepared and trained to litigate complex matters, in terms of their substantive knowledge and strategic and ethical insights; and
- assists and advises United States Attorneys in the preparation of significant and complex fraud prosecutions.

In addition to the duties outlined above, the incumbent of this position will be responsible for facilitating the implementation of Department white-collar crime enforcement initiatives, and serving as the central focus in the Section on the Department's prosecutive strategies and policies, thereby ensuring enhanced quality in the prosecutive process.

MANDATORY QUALIFICATIONS:

- 1) Significant experience in supervising the development and prosecution of Federal criminal cases and in reviewing the work product of attorneys;
- 2) Criminal trial experience as well as experience in investigating and prosecuting white collar crime;
- 3) Familiarity with Federal regulatory and investigatory agencies, on going programs, and key national goals and priorities relating to economic crime;
- 4) Ability to establish and maintain harmonious relationships with other Federal officials involved in fraud cases and related matters;
- 5) Ability to formulate and implement Departmental policies on all matters pertaining to assigned areas;
- 6) J.D. degree and membership in the Bar.

OTHER INFORMATION:

- If the selectee is not a current employee of the Offices, Boards, or Divisions of the U.S. Department of Justice, he/she will be required to submit to a urinalysis to screen for illegal drug use prior to appointment.
- Except where otherwise provided by law, there will be no discrimination because of color, race, religion, national origin, politics, marital status, disability, age, sex, sexual orientation, membership or non-membership in an employee organization, or on the basis of personal favoritism.
- The Department of Justice welcomes and encourages applications from persons with physical and mental disabilities and will reasonably accommodate the needs of those persons. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, and to ensure that persons with disabilities have every opportunity to be hired and advanced.

RELOCATION EXPENSES:

Relocation expenses are not authorized

SUBMISSION PROCESS:

Applicants may choose one of three job application procedures. You may:

- (1) submit Optional Form (OF) 612, Optional Application for Federal Employment;
- (2) a resume – please note that there are minimum requirements for resume content which are described in OPM Pamphlet OF-510, Applying for a Federal Job (copies of the OF-510 are available in most Federal agencies); or
- (3) Standard Form 171, Application for Federal Employment.

In addition, if you are a current or recent Federal employee, you must submit a performance appraisal issued within the past 12 months, or if none exists, a statement to that effect and a copy of your latest Notification of Personnel Action (SF-50).

Applications should be sent to:

Employment.Fraud@usdoj.gov (E-mail submission preferred)

Mailed applications **MUST BE RECEIVED BY CLOSING DATE** at:

U.S. Department of Justice
Fraud Section, Criminal Division
10th & Constitution Avenue, N.W.
Bond Building
Washington, D.C. 20530
Attention: Tonya M. Philip

If sending application via Federal Express, please use the following address:

U.S. Department of Justice
Fraud Section, Criminal Division
1400 New York Avenue, N.W.
Bond Building
Washington, D.C. 20005
Attention: Tonya M. Philip

No telephone calls please. Applications must be postmarked by April 8, 2006. Applications must be **received by the closing date** to receive consideration. Applicants must meet qualification requirements by the closing date of the announcement.